

Department of Public Health  
and Human Services

Section:  
NONFINANCIAL REQUIREMENTS

TANF CASH ASSISTANCE

Subject:  
Child Support Payments and  
Collections

**Supersedes:** TANF 306-3 (01/01/06)

**References:** 45 CFR 264.30, ARM 37.78.102 and .215; House Bill 529 (2005 Legislature)

GENERAL RULE—Child Support payments collected by the Child Support Enforcement Division (CSED) or paid directly to the applicant or participant must be evaluated for their impact on program eligibility and/or grant amount.

**PAYMENTS TO  
APPLICANTS**

Child support paid to and received by the applicant in the month of and prior to authorization of benefits and/or the first payment, is counted as unearned income in its entirety for purposes of determining eligibility and/or grant. (See TANF 501-1.)

**CHILD SUPPORT  
SUPPLEMENT  
PAYMENTS**

House Bill 529 provides that a child support supplement payment will be issued to TANF families, using TANF block grant funds. The amount is based on **current** child support collected from a non-custodial parent. This payment will be an amount equal to the amount of current child support collected, **up to but not exceeding, \$100.00 per month per TANF household**. The Eligibility Case Manager is not required to take any action on TEAMS for TANF or Medicaid. **(See Section 704-3)**

**PAYMENTS TO  
PARTICIPANTS  
FROM  
NON-CUSTODIAL  
PARENT**

If the participant receives a child support payment from the non-custodial parent after the authorization of benefits, these payments must be turned over to the State. This is to offset the cash grant paid by the State. The payment may be submitted to the local OPA. The local OPA must follow the division cash management policy and send the payment to:

ATTN TAPP, CSED  
P O Box 5955  
Helena, MT 59620

If the payment is turned over, it is not counted in the determination of eligibility or grant. However, if the participant keeps the child support payments after benefits are authorized, the **Eligibility Case Manager establishes an overpayment** for the entire amount of the child support kept by the participant. A referral is made to Claims and Recovery for an evaluation for an Intentional Program Violation (IPV). Case note circumstances in CASE NOTES (CANO).

**IN EXCESS PAYMENTS**

The child support amount collected by CSED for current monthly support which is greater than the grant amount for that month is considered an "in excess" payment.



This "in excess" payment is retained by the State when the State has not been reimbursed for past cash assistance and there is child support due and owing to the State. This child support due and owing is called arrears. If there are arrears owing, the State keeps the "in excess" of the current payment to reduce the amount of debt owing.



When the State has been reimbursed for past cash assistance and there are no arrears, the excess would be paid to the custodial parent. This is countable unearned income and is coded CS/AR on TEAMS.

**NOTE:** The State is limited to retaining the court ordered child support or the amount of public assistance paid; whichever amount is less.

**► CHSS SCREEN**

Child support payment history appears on the CHSS (Child Support Summary) screen. To determine what payments the non-custodial parent is making, the Eligibility Case Manager should review this screen. CHSS needs to be reviewed at application, redetermination and when circumstances change that may affect the amount of child support paid on behalf of the children. (Example, CSED reevaluates income and increases the child support obligation).

**CHSS also must be reviewed when the custodial parent receives the child support supplemental payment (TANF 704-3) as receipt of the supplemental payment is an indicator that the non-custodial parent is making child support payments.**



When the collections are regular and closely match the amount of the TANF cash assistance payment, this should be discussed with the participant. When the amount of collected support exceeds the amount of the TANF cash assistance payment for **2** consecutive months, the case must be closed unless the payments are not expected to continue.



**NOTE:** Households receiving TANF Post-Employment benefits are exempt from this 2 month criteria. (TANF 604-2)

(Please see page 3 for an example of the CHSS screen.)

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CHSS

CHILD SUPPORT SUMMARY

01/28/03 09:50:51  
LISA B

TEAMS CASE NO: 123456 TEAMS CASE NAME: JONES, MOM  
SEARCHS CASE WKR NAME: PHILLIPS CHERI  
SEARCHS OFFICE: 1610 SOUTH 3RD WEST, STE 201 MISSOULA  
SEARCHS TELEPHONE NO: 4063297910

SEARCHS REG: 05  
MT 598010000

BENEFIT MONTH	AFDC BENEFIT AMOUNT	SUPPORT ORDERED	AMOUNT PAID	IN EXCESS AMOUNT
03/08	568.00	584.50	584.50	
02/08	568.00	584.50	584.50	
01/08	568.00	584.50	584.50	
12/07	568.00	584.50	523.69	
10/02	507.00	584.50	498.26	
09/02	507.00	584.50	562.26	
08/02	507.00	584.50	498.26	
07/02	507.00	584.50	562.26	
06/02	507.00	584.50	498.26	

NEXT --&gt;

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